

BROOKHAVEN NATIONAL LABORATORY SEXUAL HARASSMENT POLICY

POLICY

Brookhaven National Laboratory does not tolerate sexual harassment in the workplace. The Laboratory intends to maintain a workplace free of threatening, intimidating or harassing conduct, including sexual harassment. BNL is committed to providing a work environment for all employees characterized by cooperation and professionalism, free from unlawful conduct.

Sexual harassment is a form of employee misconduct that violates fundamental principles of our society, as embodied in state and federal statutes. Under federal law, sexual harassment is included as a form of sex discrimination. The basic 3-part definition of sexual harassment is: unwelcome sexual advances, requests for sexual favors, or other verbal or physical conduct of a sexual nature, when:

- Submission to such conduct is made a term or condition of an individual's employment.
- Submission to or rejection of such conduct is used as a basis for an employment decision affecting the employee.
- The harassment has the purpose or effect of unreasonably interfering with the employee's work performance or creating an environment that is intimidating, hostile, or offensive to the employee.

Any employee who harasses another employee, guest or contractor employee because of race, color, religion, gender, national origin, marital status, citizenship, age, disability, veteran status, sexual orientation, gender identity, gender expression, parental status, or any other characteristic protected by law or executive order, will be subject to disciplinary action up to and including discharge.

SCOPE

ALL EMPLOYEES: The Laboratory policy applies to any act of sexual harassment towards any other employee, supervisor, non-supervisor, vendor, contractor, subcontractor, user, student, or any other guest or visitor.

RESPONSIBILITY

Within the scope of the Laboratory's policy on employee harassment, it is the responsibility of each manager/supervisor to create and maintain a harassment-free workplace, including sexual harassment. It is also the supervisor's responsibility to promptly bring all matters pertaining to sexual harassment to the attention of the Diversity Manager, Chief Human Resources Officer or Directorate Human Resources Manager (HRM). The Diversity Manager, Chief Human Resources Officer or Directorate Human Resources Manager (HRM) will investigate all legitimate complaints of sexual harassment and take appropriate corrective measures, which may include disciplinary action.

It is the responsibility of employees to be aware of the appropriateness of their own conduct and behavior, and to respect the rights of coworkers. Employees who believe they have experienced a possible sexual harassment situation are encouraged to make it clear to the other party, either verbally or in writing that the behavior is unwelcome and/or objectionable. It is the right of any employee to make a complaint of an incident that is believed to be sexual harassment.

All employees are responsible for awareness of, prevention of, and intervention in situations of harassment, whether sexual or other in nature. Offensive or unwelcome actions, words, jokes, cartoons, pictures, e-mails or comments based on an individual's gender or any sexually oriented activity will not be tolerated.